


Memorandum



Date: De
December 20, 2010

To: Department Directors

From: George M. Burgess
County Manager 

Subject: Goodwill Ambassadors for MLK Parade and Festival 2011

Once again our Goodwill Ambassadors have been asked to participate in the 2011 Martin Luther King, Jr. Parade and Black Heritage Festival. The parade is scheduled for Monday, January 17, 2011 along Northwest 54th Street, from Northwest 12th Avenue to Northwest 32nd Avenue in the city of Miami. The Black Heritage Festival will occur immediately after the parade at the Martin Luther King, Jr. Park on Northwest 62nd Street and 32nd Avenue.

We are seeking 30 volunteers for the Parade and Festival. As we have done in the past, I am requesting that you allow employees to volunteer for this event. Volunteers will work from 9:00 a.m. to 5:00 p.m. and will be granted Administrative Leave in the usual manner; for every two hours worked, one hour of administrative leave will be granted.

Once you have approved employees for these events, volunteers should contact Oscar J. Braynon, Community Projects Coordinator, at (305) 375-4493 for schedules and assignments.

As we have demonstrated in the past, our Goodwill Ambassadors provide an invaluable service and contribute to improved community relations. If you have questions on the Goodwill Ambassadors program please contact Sonia Grice, Assistant to the County Manager, at (305) 375-2753.

Thank you for supporting the program.

c: Honorable Carlos Alvarez, Mayor
Honorable Chairman Dennis C. Moss and Members, Board of County Commissioners
County Executive Office Staff

Miami-Dade Goodwill Ambassadors Supervisor's Authorization Form

1. Last Name	2. First Name	3. County Department

Activation / Deployment of Goodwill Ambassadors

4. Event	5. Location
Dr. Martin Luther King Parade & Festivities	Northwest 54 Street & M.L.K. Park

6. Date(s)	7. Volunteer Hours /AD Credit
January 17, 2011	8 / 4

The above Miami-Dade County employee is authorized by the below signature to volunteer per the attached County Manager's memo of December 20, 2010

Work Location & Supervisor:

13. Division (if applicable)	14. Immediate Supervisor

15. Supervisor's Phone	16. Supervisor's E-mail

Supervisors Signature/ & Authorization

Date